



Chicago Metropolitan Agency for Planning

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Policy & Programming Division Assistant Data Analyst (PPADA2015) September 4, 2015

Organization: Chicago Metropolitan Agency for Planning
Job Category: Assistant Analyst
Experience Required: 0 to 2 years
Salary Range: \$45,000 to \$55,803

The Chicago Metropolitan Agency for Planning (CMAP) is seeking to hire a full-time assistant data analyst to focus on the collection, preparation, and analysis of data related to agency research and analysis needs. CMAP is the official regional planning organization for the northeastern Illinois counties of Cook, DuPage, Kane, Kendall, Lake, McHenry, and Will. CMAP developed and now guides the implementation of metropolitan Chicago's comprehensive regional plan, GO TO 2040, which was adopted unanimously by leaders from across the seven counties in fall 2010. To address anticipated population growth of more than 2 million new residents, GO TO 2040 establishes coordinated strategies that help the region's 284 communities address transportation, housing, economic development, open space, the environment, and other quality-of-life issues. See www.cmap.illinois.gov for more information.

Position Description

This position is expected to support the data development and analysis needs of the regional forecasting and modeling group at CMAP. Examples of projects include: geocoding transportation performance data for use in preparing evaluation metrics, improving the spatial level-of-service accuracy of transportation modeling networks, and analyzing transportation system performance data from modeling tools and other sources. These and other projects assigned are critical to maintaining the quality and integrity of CMAP planning datasets.

In addition assignments will be given that contribute to CMAP's capacity to respond to regular requests for data and information by staff and regional planning partners. These include the preparation of maps and data that support CMAP's Local Technical Assistance Program and Transportation Improvement Program, as well as ad-hoc requests from the Executive Office and Policy Development staff. Additional assignments include contributing to the implementation of CMAP's GO TO 2040 Regional Comprehensive Plan by assisting in the tracking of specific regional planning indicators.

Responsibilities

Essential functions of this position are to:

- Identify, collect and prepare datasets for urban planning and policy analysis.
- Interpret and summarize results.
- Prepare computer procedures to automate analyses and evaluations.
- Conduct quality assurance/quality control on methods and procedures.
- Prepare analysis documentation, summary results and visualization products.
- Thoroughly document work products for use by other CMAP staff.
- Other duties as assigned.

Qualifications

The successful candidate must have strong technical skills in managing and processing datasets to support urban planning analysis and evaluation. In particular, a successful candidate must demonstrate:

- Understanding of fundamental methods of quantitative analysis in urban planning.
- Understanding of data management and processing techniques.
- Knowledge of Census and other government data products.

Additional desirable technical skills include:

- Experience using statistical analysis software such as R, SAS, SPSS or Stata.
- Experience with Python scripting.
- Familiarity with Geographic Information Systems (GIS) and database management software.

The successful candidate must also possess:

- Initiative and good problem-solving abilities.
- The ability to work on multiple projects simultaneously and meet scheduled deadlines.
- The ability to clearly communicate technical concepts.
- The ability to work independently as well as a part of a multi-disciplinary team.

Education and/or Experience

A master's degree in a social science discipline or equivalent with an emphasis on quantitative analysis is preferred. A bachelor's degree with progressive professional experience is acceptable.

How to Apply

Applicants should apply online at <https://cmap.hyrell.com>. Position open until filled.

The Chicago Metropolitan Agency for Planning is an Equal Opportunity Employer.